Reviewed the **Minor Requirement sheet**

Reviewed the **Minor Student FAQs**

Declared the **Minor** in Poverty, Inequality, and Social Justice by emailing and making an appointment with the Department of History Undergraduate Advisor

Enrolled/completed **History 74: Poverty, Inequality, and Social Justice in Historical and Global Context** (only available in Fall Quarters)

Reviewed the **Minor Internship Guide**

Completed online **Internship Preparation Form** (**at least 6 weeks before planned start of internship**). Note – you cannot begin your internship placement if you are not enrolled in (or already completed) History 74.

Completed **Learning Agreement**, including supervisor section signed and completed (**at least 2 weeks before planned start of internship**)

Enrolled/completed **History 196SJ: Internship (or eligible alternative internship course)**, alongside completing the internship placement (**add this course from GOLD at least 2 weeks before planned start date of internship**)

Completed and submitted the **Internship Final Evaluation – Student Evaluation Form** to the Minor Internship Coordinator by the end of the 9th week of the quarter.

Confirmed your supervisor has sent the **Internship Final Evaluation – Supervisor Evaluation Form** to the Minor Internship Coordinator by the end of the 9th week of the quarter.

Enrolled/completed **History 174Q: Capstone Seminar** (only available in Spring quarters). Note – you cannot take this course until you have completed History 74 and have begun (or finished) your internship placement.

Completed three upper division electives. These courses are to be drawn from a list of eligible electives outlined on the Minor requirement sheet. The electives must be outside the student’s major, and be from at least two different departments. **NOTE:** These courses can be completed at any time during the minor.

Last step! Reviewed the Minor Requirement sheet with the Department of History Undergraduate Advisor to ensure you have completed all the requirements, and received her signature.

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**KEY CONTACTS:**

**Minor Internship Coordinator:** Joanne Nowak (joanne.nowak@ucsb.edu)

**Department of History Undergraduate Advisor:** Corey Carpenter (corey_carpenter@ucsb.edu)

**NOTE:** All forms highlighted in this checklist are available at: [www.blumcenter.ucsb.edu](http://www.blumcenter.ucsb.edu)